

NATIONAL GUARD REGULATION

No. 351-3

HEADQUARTERS
DEPARTMENT OF THE ARMY
Washington, DC 20310, 28 November 1980

Schools

NONCOMMISSIONED OFFICER EDUCATION SYSTEM

This regulation establishes and prescribes procedures for conducting noncommissioned officer training for ARNG enlisted personnel under the Reserve Component Noncommissioned Officer Education System (RCNOCES). Interim changes to this regulation are not official unless they are authenticated by the Executive, National Guard Bureau. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

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SECTION I**GENERAL**

1. PURPOSE. This regulation outlines the policies and procedures for conducting the RCNCOES by the Army National Guard (ARNG).

2. OBJECTIVES. Provide career development instruction to actual and potential non-commissioned officers (NCO) of the Army National Guard by instilling in them:

- a. A thorough understanding and willingness to assume their responsibilities.
- b. Self-confidence to apply their technical knowledge.
- c. Leadership techniques that apply to their duties.
- d. A thorough knowledge of NCO responsibilities of taking care of and leading soldiers.

e. High personal and professional standards that must be maintained in the NCO Corps.

3. RESPONSIBILITIES. State adjutants general are responsible for conducting the RCNCOES.

4. IMPLEMENTATION. All courses will be implemented as soon as possible but no later than 30 September 1983.

5. SCOPE. The RCNCOES is a career development program for the enlisted members of the Reserve components of the Army consisting of three levels of training: Basic/RC or PNCOC/RC, Advanced/RC, and Senior/RC.

SECTION II**ADMINISTRATION**

6. ORGANIZATION. The State military academy is responsible for the operation of the RCNCOES courses conducted by its respective State. Satellite NCO schools may be authorized at the discretion of the State Adjutant General.

7. STANDARDS. a. The level of discipline maintained by the NCO school will not interfere with the learning environment. Treatment of students will reflect favorably on the image of the Total Army, and the objectives of the NCO school.

b. The staff and faculty will insure that students maintain the highest military standards of appearance, courtesy, bearing, and conduct.

c. Leadership instruction will be stressed so that students increase their ability to cope with a variety of leadership and human relations problems.

d. The grading of student activities may be on a "Go" or "No Go" basis, with remedial training given to deficient students. Numerical testing may be used where appropriate. The student will be advised of the required standards before beginning the training for any task. Deficient students will be retested in accordance with current training doctrine on Go/No Go testing. Students will receive retraining before being retested.

8. ACCREDITATION. a. RCNCOES courses receive accreditation from the Chief, National Guard Bureau when they contain the minimum program of instruction (PCI) subjects and hours as prescribed by the TRADOC-approved RCNCOES. The State adjutants general may add to the approved POI to meet the needs of his/her State.

b. The State Adjutant General will request accreditation for the course(s) that meet the criteria in a above. The Chief, National Guard Bureau will issue the appropriate certificate of accreditation.

9. GRADUATION. a. An appropriate diploma will be awarded students who successfully complete the course(s) as prescribed in the RCNCOES POI. A certificate of course completion will be forwarded to the graduate's unit of assignment. The individual's DA Form 2-1 will be annotated as follows:

- (1) School: NCO Academy/School.
- (2) Major course or MOS code: Basic/RC (PNCOC/RC, Advanced/RC, or Senior/RC as appropriate).
- (3) Duration: (Enter appropriate POI hours).
- (4) Component: ARNG or USAR.
- (5) Year: (Year course completed).

b. The student receiving the highest combined rating on peer evaluations, cadre

evaluations, and end of course test may be selected as the distinguished graduate for excellence in training.

c. The top 5 percent of a graduating class may be designated honor graduates and are selected on the same basis as the distinguished graduate.

d. Distinguished graduates will have their diplomas and records annotated as to the honor received.

e. DA Form 1059 (Service School Academic Evaluation Report) will be issued to each student.

10. DISMISSAL. The State Adjutant General may establish criteria for relieving students from any of the RCNCOES courses. The reasons should include but are not limited to the following:

a. Disciplinary—Applies to students who fail to cooperate in routine requirements or fail to adhere to the NCO standards of conduct. Students with identified disciplinary problems should be provided immediate counseling in an effort to turn them into productive soldiers. Documentation of counseling concerning violations of these standards is necessary to establish a basis for dismissal.

b. Academic—Applies to students who fail to meet the established academic standards of the course. These students should be counseled to determine the reason they are having difficulty with the course. Deficiencies on the part of the student are grounds for dismissal, if adequate counseling fails to achieve the desired results.

c. Medical—Applies to students whose health prevents their satisfactory completion of the course.

11. STAFF AND FACULTY: a. The staff and faculty used to conduct the RCNCOES courses may be any qualified person from the Army National Guard, the Army Reserve, or Active component.

b. Instructors should be highly qualified, motivated, and experienced individuals. It is most desirable to use instructors who are graduates of an approved NCO course. Instructors must present outstanding military bearing and appearance to set the example for students. RCNCOES courses will be conducted by NCO's as much as possible.

12. FACILITIES. Necessary facilities for conducting the NCOES courses are the responsibility of the State and should include:

a. Classroom and outdoor training facilities suitable for effective instruction.

b. Suitable facilities for storing supplies, equipment, and such weapons as may be authorized. Adequate protection for Federal property must be provided.

c. Adequate facilities for messing.

d. Administration facilities, including adequate secure storage for safeguarding of publications, examinations, and instructional materials.

13. REPORTING. a. The commandant of the State military academy will prepare NGB Form 33 (ARNG NCOES Report) in triplicate. The original and one copy will be submitted to the Army National Guard Military Education Branch (NGB-ARO-ME), ARNG Operating Activity Center, Edgewood Area, Aberdeen Proving Ground, MD 21010. NGB-ARO-ME will forward a copy to Commander, US Army Training Support Center, ATTN: ATIC-AET-RC, Ft Eustis, VA 23604. One copy should be retained on file at the State military academy.

b. The report is due not later than 15 days after completion of each course.

14. TRAINING STATUS. Training status of RCNCOES participants may be IDT, AT, or FTDD, depending on the availability of funds and the requirements of each State. The students may be attached to the State military academy for administration, pay, and training.

SECTION III

COURSES

15. PROGRAMS OF INSTRUCTION. a. The POI for each course in the TRADOC-approved RCNCOES will contain the core subjects and minimum hours of instruction required for accreditation. (Paragraph 8).

b. The courses contained in the RCNCOES POI will be available at either the

ARNG State military academies or the USAR schools. With the concurrence of the State Adjutant General or MUSARC Commander, as appropriate, ARNG students are authorized to attend the USAR schools, and USAR students are authorized to attend ARNG State military academies.

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c. Determination of courses equivalent to the RCNCOES will be made by CNGB.

16. PREREQUISITES. a. Students must be recommended by their senior enlisted supervisor and commanding officer.

b. Students must meet the standards of NGR 600-9 (ARNG Physical Fitness and Weight Control Program).

c. Student's current physical profile must be compatible with the requirement for current PMOS.

d. The State AG may establish additional prerequisites.

e. In addition to the above, students must—

(1) For Basic NCO Course, Reserve Component (BNCOC/RC), be in grade E-4 or

E-5 with combat support/combat service support MOS.

(2) For Primary NCO Course, Reserve Component (PNCOC/RC), be in grade E-4 or E-5 with combat arms MOS. (Combat arms soldiers may attend BNCOC/RC until PNCOC/RC is implemented in their area.)

(3) For Advanced NCO Course, Reserve Component (ANCOC/RC), be in grade E-6 or E-7.

(4) For Senior NCO Course, be in grade E-8 or E-9. (E-7's occupying E-8 or E-9 positions may be waived for attendance.)

f. Effective 1 January 1983, successful completion of the senior NCO program will be a prerequisite for enrollment in the US Army Sergeants Major Academy Resident or Nonresident/Resident course.

Users of this regulation are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to ARNG Operating Activity Center, Military Education Branch (NGB-ARO-ME), Edgewood Area, Aberdeen Proving Ground, MD 21010.

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